



Mission Support Alliance

Statement of Work

Title: Security Analysis Support to MSA Safeguards and Security

Revision Number: 0

Date: September 20, 2016

1.0 INTRODUCTION / BACKGROUND

This Statement of Work (SOW) between Mission Support Alliance (MSA) Safeguards and Security (SAS) and the Subcontractor provides for specialized technical support to SAS in support of the 200 East Area Interim Storage Area (ISA) and other applicable Hanford facilities. The Subcontractor will provide services to SAS related to vulnerability analysis, security assessments, performance testing, program management and security operations. The duration of this SOW is through June 30, 2019.

The Subcontractor is required to provide staff augmentation support as set forth herein:

2.0 OBJECTIVE

The Subcontractor will provide services to SAS related to vulnerability analysis, security assessments, performance testing, program management and security operations.

3.0 DESCRIPTION OF WORK – SPECIFIC

Perform tasks on an as-needed basis - up to 1.0 full-time equivalent (FTE). Provide support, as requested, for the following activities:

- Consult on/Conduct Security Assessments (SA) for Security Protection Level 4 facilities;
- Consult on/Conduct Vulnerability Assessments (VA) for Security Protection Level 1 facilities;
- Conduct SAS Security Analysis self-assessments for compliance with DOE directives;
- Help develop security concepts for new or modified facilities;
- Assist in the trending of performance test results; and
- Assist in conducting table-top discussions for the implementation of SECON measures.



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4.0 QUALIFICATIONS

The subcontractor must have 25 years of experience conducting:

- Vulnerability Assessments (VA).
- Security Assessments (SA).
- DOE Program Management (VA) surveys for compliance with DOE directives
- Development of security concepts for new or modified facilities;
- Assistance in the trending of performance test results; and
- Assistance in conducting table-top discussions for the implementation of SECON measures.

Subcontractor shall ensure that its personnel meet and maintain the appropriate training, qualifications, and certification requirements as applicable.

5.0 REQUIREMENTS

General

Subcontractor shall operate to MSA policies, procedures, and processes. MSA will supervise and direct the day to day work activities of the Subcontractor's personnel.

5.1 Engineering Requirements

None

5.2 Environmental, Safety, & Health Requirements

The Subcontractor shall perform work safely, in a manner that ensures adequate protection for employees, the public, and the environment, and shall be accountable for the safe performance of work. The Subcontractor shall comply with, and assist the Buyer in complying with environmental and safety requirements of all applicable laws, regulations and directives.

The Subcontractor shall exercise a degree of care commensurate with the work and the associated hazards. The Subcontractor shall ensure that management of environmental and safety functions and activities is an integral and visible part of the Subcontractor's work planning and execution processes. As a minimum, the Subcontractor shall:

- Thoroughly review the defined scope of work;



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- Identify hazards and environmental and safety requirements;
- Analyze hazards and implement controls;
- Perform work within controls; and
- Provide feedback on adequacy of controls and continue to improve safety management.

The Subcontractor shall flow down all environmental and safety requirements to the lowest tier Subcontractor performing work on the Hanford site commensurate with the

5.3 Quality Assurance Requirements

None

5.4 Government Property

6.0 PERSONNEL REQUIREMENTS

6.1 Training

- A. Hanford site-specific general training requirements to safely perform this work will be designated by the Buyer's Technical Representative (BTR).
- B. The following types of training qualifications are required:
 - Hanford General Education Training (HGET)/MSA General Education Training (MGET) is required.
 - Other site specific training may be required as determined during performance of this scope of work.

6.2 Security and Badging Requirements

- A. For any on site work, see Special Provisions – On-Site Services for details.
- B. The Subcontractor shall wear a Buyer-issued security badge identifying themselves. A minimum of two working days advance notice is needed for site badging.
- C. Subcontractor employees will be required to submit to vehicle searches and not personally carry or transport certain prohibited articles.

D. Will the Subcontractor require an access authorization (security clearance)? YES or NO.



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- A security clearance is required for all Subcontractors who will have: (1) access to classified matter, (2) access Special Nuclear Material (SNM), and/or (3) require frequent, unescorted access to secured areas.
- A facility clearance must be in place at Hanford for the individuals employer (facility), before a security clearance may be granted Facility Clearance (FCL) approval will be required for a facility to be eligible to (1) access, handle or possess classified information, (2) SNM, or other hazardous material presenting a potential sabotage threat, or (3) responsibilities for safeguarding \$5M+ of government property. If any of these criteria apply to the SOW, the Contract Specialist needs to be notified immediately, in order to process clearance paperwork. The work cannot begin until an FCL is in place. A new FCL is required for each subcontract meeting the criteria.
- A subcontractor that will not possess classified information or matter, or SNM at the subcontractor's place of business and will only access such security activities at other cleared facilities must be cleared as a "non-possessing facility."
- The subcontractor will be required to maintain a clearance due to the access to classified information and unescorted access to limited areas in the support of the SOW.

6.3 Work Location/Potential Access Requirements:

Work will be performed in the Limited Area at 1979 Snyder. The subcontractor will require at least a "Q" security clearance for unescorted access to their work location.

6.4 Site Access and Work Hours

Hanford personnel at the Hanford Site work a standard 4/10 schedule. The standard work week consist of ten (10) hours of work between 6:00 am and 4:30 pm, with one-half hour designated as an unpaid period for lunch, Monday through Thursday.

Work performed outside normal operating hours shall be coordinated and/or approved through the BTR and/or the Contract Specialist prior to performing the work.

7.0 MEETINGS, SUBMITTALS

Subcontractor shall participate in all meetings as required by the Buyer's Technical Representative (BTR).



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8.0 SCHEDULE REQUIREMENTS

8.1 Schedule

Start date: Date of Award

Completion date: September 30, 2017*

*two one-year options may be exercised.